



Minutes of meeting - Teaching & Learning Committee held remotely on Wednesday 4th December at 6pm via Teams.

Initials	Attended:	Initials	Sent apologies:
RJ	Rhys Jones	SH	Susan Herridge
JE	Jenny Eagles	JE	Jenny Eagles
JM	Jenna McCaffery (Headteacher)	KH	Kelly Hodkinson (T & L lead & Music)
OM	Olivia Mellor		
RA	Rency Anz (Clerk)		

Agenda item	Record of meeting	Actions
Welcome & Apologies for absence	Apologies from: Kelly Hodkinson, Jenny Eagles, Susan Herridge 3 governors present so meeting proceeded.	
Declarations of Interest	Governors should declare any conflicts of interest at the start of the meeting or when appropriate to do so - no declarations of interest.	
Elect Chair & Vice Chair	Election of Rhys Jones as Chair agreed by the committee. Nomination of Jenny Eagles as Vice Chair and election agreed by the committee, however, clerk to check and confirm with JE	Action: clerk to confirm whether Jenny Eagles is in agreement with being Vice Chair this year
Terms of Reference	Terms of reference remain the same as previous year. Clerk to recirculate these terms of reference.	Action: terms of reference recirculate.

<p>T & L Presentation Music</p>	<p>Presentation by Sian Molloy, Music Coordinator.</p> <p>Music development plan and implementation to date. Judged as BRONZE in June - aiming for GOLD and already assessing selves as silver. Implementing Charanga and using recordings to observe progression and to support assessment. Beyond the classroom and community music is developing - Seaton tramway performance, choir and exploring option of a school band. Music lead is attending additional training to cascade to wider teaching team. Next step: continue to implement music development plan and provide opportunities for children to celebrate their musical talents.</p> <p>SM is Music Coordinator now and will work in conjunction with DHT as overarching curriculum lead.</p> <p>Question from RJ: How are we going about embedding this into each of the classes? SM: every teacher is invested. The Charanga scheme historically was taught in PPA and now there has been a shift and largely music is delivered by teachers. RJ: music has lots of additional benefits. It's great we have the community work happening now and if we can get music on the social platforms too. OM: music is a fun and enjoyable subject to now teach. JM: music was statutory compliant in Ofsted and has already developed since then. Charanga brings greater consistency.</p>	<p>Action: Publish music development plan on website</p> <p>Action: JM to upload PPT to governor hub for governor reference.</p>
<p>T & L Presentation - PSHE</p>	<p>Presentation covered: Intent, implementation, curriculum, personal development, impact.</p> <p>PSHE is taught weekly from R to Y6 through PSHE lessons using Jigsaw and cross-curricular links. Jigsaw ensures we are meeting expectations for PSHE. Assessment through targeted questions, pupil voice, PSHE journals. Lessons are taught through puzzles - see slide. Teachers adapt lesson plans to meet the needs of their children. Curriculum is progressive year on year. RSE is taught through the Christopher Winter project - teachers report familiarity and effectiveness with this through teacher voice. Windows and Mirrors Texts: a range of high quality literature carefully chosen for their theme are used to provide a platform to explore a range of themes. Personal development is woven through the whole school curriculum and school ethos. Impact of PSHE: supports healthy relationships, belonging, social mobility, mentally, physically healthy and safe. Pupil voice shared - see slide.</p> <p>Next step: development of Philosophy for Children. P4C are stand alone sessions to promote deeper thinking and discussions.</p> <p>Question from RJ: how do you assess PSHE? OM: PSHE is not as qualitative as other subjects and it is much broader. Assessment comes from knowing the children, seeing their behaviours, relationships. JM: It is similar to how we assess in early years through observations. OM: For example seeing how children respond to specific situations. RJ: Are teachers confident with this? OM: It is something we do very well at Seaton. A teacher voice survey will be created.</p>	<p>Governors to refer to PPT slides.</p> <p>Action: PSHE lead to provide feedback from teacher survey.</p>

Minutes of the last Teaching & Committee: 12 th June 2024	Action: Clerk to cascade a copy of the T & L committee meeting minutes.	
Business arising from the last meeting: No Actions from Previous Meeting	Actions to be picked up in next T & L committee meeting.	
Monitor school development and priorities including visit reports & pupil premium strategy	<p>Teaching and Learning report question RJ: attendance is lower year on year - what are the reasons for this? JM: attendance improved last year due to greater rigour in the attendance strategy, however, this year the same level of administration is not available meaning some elements of the strategy need re-establishing (letters). Attendance is still monitored regularly and key actions always taken e.g. first day response calls.</p> <p>RJ: Where are we at with fines? JM: this has not yet developed further, yet there are plans in place to implement.</p> <p>Pupil premium strategy questions: what's going to be different versus today? How achievable is it as you can't do everything at once? JM: already different is that PP children are at the forefront of teachers minds so we are raising the profile of PP already. Already, writing conferencing is being used to support PP with writing and teachers are thinking more carefully about who PP children are partnered with and where they are sat in the classroom so that they can be spotlight children. The next step is CPD around Planning for PP children through Oracy and the Oracy framework. PP governor visit planned for January including focus on attendance and a learning walk.</p>	<p>Action: Jenny Eagle to feedback on PP learning walk and attendance strategies at next meeting.</p> <p>Action: Ensure agenda item for next meeting includes a report on PP outcomes</p>
Transition Arrangements Consider destinations of July leavers and the quality of transition arrangements	<p>Sharing of leavers and joiners since September 2024: 8 children left and 5 children joined. Reasons for leaving: all bar 1 family left due to moving home / area. Discussion took place around the reason for other family leaving - school are aware and investigated.</p> <p>Year 6 July leavers - Axe Valley, Woodruffe, Sidmouth College and Colyton Grammar School. Plans to make closer links with CGS around aspirations for children to attend CGS and providing a family workshop open to Year 4 to 6 families.</p>	
Child Protection policy Review Child Protection Policy and recommend to FGB	<p>Approved and will be viewed by FGB.</p> <p>Action: Child protection policy to go to FGB and link governor change to be made</p>	

<p>Curriculum Developments</p> <p>Review national developments in curriculum and assess impact for the school</p>	<p>JM presented on expected national curriculum changes and the purpose, aims and challenges of the Labour government national curriculum and assessment review. <u>Purpose</u>: modernise the UK's education system, evolve the curriculum and break down barriers to opportunity and give every child the best start. <u>Aims</u>: enhancing digital literacy; promoting inclusivity and diversity; a broader curriculum; emphasising environment education; and stronger emphasis on STEM subjects. Implementation: Seaton curriculum review - high quality literature, belonging and diversity, digital literacy, specific subject development.</p> <p><u>Challenge</u>: Cost of implementation e.g. devices, software, resourcing</p> <p>Question from RJ: Could the PTA support towards the funding of devices? JM: I plan to talk to the PTA about this in the next meeting in January. SD (Computing Lead) and I are communicating regularly and SD and LL (resources governor) are linking up to explore grant and business possibilities.</p>	<p>JM will provide further updates to governors following the interim and then the final national curriculum review report.</p>
<p>Looked After Children</p> <p>Discuss report from Looked After Children staff member and identify actions/issues</p>	<p>EH (DSL) will produce a written report for the board.</p> <p>A new LAC has joined the school who has settled well and doing well in their year group. Need to look at careful transition to next year group and ensuring a key adult is in place.</p>	<p>Action:</p> <p>Written report from DSL/SENCo</p> <p>Clerk to edit ;policy to ensure correct governor</p>
<p>Governor Visit/Learning walk feedback</p>	<p>Rhys joined the writing learning walk with SC and JM. Rhys reported: really great to see excellence in practice. Distribution of teaching staff meant staff were well positioned to enable teachers to learn from stronger practitioners. Area to focus on was the variance between classes and providing teachers with an opportunity to share best practice and drop in to see each other.</p>	<p>OM & RJ will be joining the next writing learning walk in Spring term.</p>

<p>T & L Policies for approval:</p> <ul style="list-style-type: none"> Admissions Policy Behaviour Policy Behaviour Principles Child Protection (or Safeguarding) Policy Collective Worship Policy Complaints procedure/ Policy Data Protection Policy Education of Looked after Children Policy Equality Policy Outdoor Education, Visits and Off-site Activities Policy Sex and Relationships Education Policy and Health Education Policy Teaching, learning & Assessment Policy 	<p>RJ question: has everyone read the policies? Response: yes</p> <p>Policies looked at one by one and approved including any necessary edits, as outlined below:</p> <ul style="list-style-type: none"> • Admissions policy - no questions. Approved. • Behaviour policy and principles: Approved. • Child protection: Approved to send to FGB. • Complaints procedure: Approved with agreed changes. • Data protection policy: Approved. • Education of looked after children policy: Approved. • Equality policy: Approved. • Outdoor education: Approved. • RSE policy: approved. • Teaching, Learning & Assessment policy: Approved. Page 10: remove fortnightly. JM: please expect further changes to this policy in September 2025 due to the development of our teaching, learning and assessment approach in year 1. 	<p>Action: update governor responsible and provide termly report from DSL</p> <p>Action: collective worship policy with offline approval.</p> <p>Action: complaints procedure change of staff member</p>
<p>AOB (notified to the Chair 24 hours in advance)</p>	<p>No any other business.</p>	

Next meetings: Wednesday 12th March 2025